

## **Downtown Revitalization Committee**

### **Special Meeting Minutes**

Wednesday, March 28, 2012

5:30 p.m.

Market Square, on project site

- I. **Roll Call:** Chairman McBride, Mrs. Cohen, Mr. Castelle, Mr. Marocchini and Mr. Bottalico.

**Absent:** Mr. Shields

**Others Present:** Chris Greenlaw, Town Engineer

II. **Market Square Streetscape Project**

Mr. Greenlaw began discussion with an update as to the results of investigation with utility agencies and respective Town Departments.

It was first noted (evident in field) that existing parking indicated a 2-hour duration on the south side and a 1-hour duration on the north side. (Of note: the plans proposed a 1-hour duration for both). Mr. Greenlaw additionally offered that after review with Police Chief Mulhall, L.T.A., it was recommended that a proposal be sought to request a 2-hour parking limit on both sides. After a brief discussion, a motion was made by Mrs. Cohen, second by Mr. Bottalico to authorize Mr. Greenlaw to request 2-hour parking from L.T.A. and convey the changes in signage to the contractor.

Mr. Greenlaw reported that at an on-site meeting (3-27-12) representatives from the MDC reiterated their offer to upgrade (replace) and relocate the hydrant at #84 Market Square. The intent of the relocation is to move the hydrant toward the curb while aligning it within the center of the snow shelf. Armand Nunes field demonstrated the proposed parking layout in coordination with Fire Chief Schroeder's review of hydrant parking regulation. This proposed hydrant location was presented to the Committee and it was acknowledged as an improvement to pedestrian mobility.

Mr. Greenlaw briefed the Committee on developments regarding the status of utility pole relocation. As authorized by the Committee, a formal request (with fee) was submitted to AT&T for analysis\estimate of relocating three poles between building #28 to #84 Market Square. The intent of the analysis is to receive a cost estimate to relocate the poles toward the snow shelf (utility area of walk) to better provide pedestrian mobility in the walk. The AT&T representative indicated a target date of April 10<sup>th</sup> for an analysis completion. Upon favorable review, acceptance and payment, AT&T could coordinate and facilitate a relocation in 6 – 8 weeks. Pavers would need to be reset in this case, thus requiring an additional cost.

The last topic of review was the signage. As discussed in the last meeting, it was proposed to have our public works staff explore costs to obtain painted hardware (brackets, straps, etc.) to attach parking signs to the new (green) street lights. At the request of Mayor Woods, Mr. Greenlaw reviewed the sign revision (locations) with Police Chief Mulhall. Finding the revision acceptable to the Chief, the Committee agreed to recommend the change in sign (parking). There was a Committee motion by Mr. Bottalico, and second Mrs. Cohen to appropriate (an estimate \$600 +/-) to acquire painted hardware for signs, with intended installation by D.P.W.

It was further reiterated that Nunes would be paid to install (per contract) street, direction, speed and stop signs as indicated by the plans. Additionally, there was one speed sign relocation recommended by Chief Mulhall to be conveyed to the contractor.

**III. Adjournment**

At approximately 6:05 p.m., motion was made by Mr. Marocchini to adjourn, second by Mrs. Cohen.

Submitted,

Christopher Greenlaw, P.E.  
Town Engineer

Town Clerk  
Town Website